3. 8. The application duly filled and signed should be submitted through the Head of the office/local body/aided educational institution under whom the applicant is working.

4. These instructions should be brought to the notice of all employees concerned.

M. SANKARANARAYANAN,

506 *Joint Secretary to Government,*
Finance Department

Scrutiny and disposal of application for membership of the Karnataka Government Employees' Relief and Welfare Fund—Instructions regarding—

OFFICIAL MEMORANDUM

No. FD 18 EWF 74, BANGALORE, DATED THE 27TH MARCH 1974.

According to rule 8 of the Karnataka Government Employees' Relief and Welfare Fund, 1971 the application for membership of the Fund is required to be submitted to the Secretary of the Regional Committee of the District concerned through the head of the office/local body/aided educational institution.

2. Before sending the application to the Regional Committee, the head of the office/local body/aided Educational Institution should scrutinise it and verify :—

(a) Whether the applicant is eligible for the membership of the Fund, according to the provisions of rule 3 of the above rules;
(b) Whether the applicant has furnished a declaration to the effect that he is not a member of any departmental welfare fund, except the Karnataka State Teachers' Benefit Fund;
(c) whether the amount of monthly pay inclusive of additional basic pay mentioned in the application is correct;
(d) whether the nomination made for the payment of death relief is in conformity with rule 9, read with rule 4 (b) of the above rules; and
(e) whether the application is duly filled and completed in all respects, as required by O.M. No. FD 16 EWF 74, dated 27th March, 1974.

3. If, after scrutiny and verification of the application as above, the Head of the office/local body/aided institution is satisfied that the applicant is eligible for membership of the Fund and that it is duly filled and is complete and correct in all respects, he should send the application to the Regional Committee. He may reject the application, if the applicant is not eligible for membership and may issue suitable instruction to the applicant, if necessary, where the application is not duly filled, or is incomplete or incorrect and have it duly complete or corrected. No application should be kept pending for more than ten days from the date of its receipt.

4. Where, after scrutiny of the application, the applicant is found to be *prima facie* eligible for membership, the recovery of monthly subscription should be started immediately, without waiting for intimation of admission to the Fund from the Regional Committee.

5. On receipt of the application from the head of the office/local body/aided educational institution, the Regional Committee should also scrutinise the application by exercising the checks mentioned in para 2, before admission of the applicant as member of the Fund.

6. The Scrutiny of the application, its registration in the Register of members and the return of the duplicate copy of the application, along with intimation of admission to the membership of the Fund should be attended to promptly by the Regional Committee.

7. On receipt of intimation of admission to the Fund by the head of the office/local body/aided educational institution from the Regional Committee, this should be recorded in the Service Register of the employee and his/her name should be entered in the Register of Members in Form 2 appended to the above rules. Thereafter the employee should be supplied with a Membership Card as prescribed in G.O. No. FD 104 EWF 73, dated 14th November, 1973.

M. SANKARANARAYANAN,

Joint Secretary to Government,
Finance Department.

Recovery of monthly subscription to the Karnataka Government Employees Relief and Welfare Fund–Instructions regarding.

OFFICIAL MEMORANDUM

No. FD 17 EWF 74, BANGALORE, DATED 27TH MARCH 1974.

According to rule 10 of the Karnataka Government Employees' Relief and Welfare Fund Rules, 1971 subscription to the Fund is determined with reference to pay.

2. The term 'pay' for the above purpose means 'pay' as defined in rule 8 32) of the KCSRs and additional basic pay. The rates of additional basic pay in relation to the different pay ranges are as follows:

Pay range Rs.		*Additional basic pay* Rs.
Below 90	...	47
90 to 109	...	60
110 to 149	...	70
150 to 209	...	90
210 to 399	...	110
400 to 999	...	120
1000 to 1099	...	1.0
1100 to 1800	...	60

3. The rates of monthly subscription, based on pay, inclusive of additional basic pay, as mentioned above, are as follows;

Pay range Rs.		*Subscription per month* Rs Ps
Below 250	...	0·50
250 to 500	....	1·00
501 to 1000	...	1·50
1001 and above	...	2.00